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IDENTIFIERS *CANADA

ABSTRACT

THIS BILINGUAL DIRECTORY OF THE CANADIAN ASSOCIATION OF DEPARTMENTS OF EXTENSION AND SUMMER SCHOOLS (CADESS) LISTS CADESS ADMINISTRATORS AND FACULTY, BY SUBJECT AREA OR DIVISION AND ALPHABETICALLY BY INSTITUTIONS, ASSOCIATED WITH THE MEMORIAL UNIVERSITY OF NEWFOUNDLAND, THE BANFF SCHOOL OF FINE ARTS AND CENTRE FOR CONTINUING EDUCATION, SAINT FRANCIS XAVIER UNIVERSITY, THE UNIVERSITIES OF ALBERTA, BRITISH COLUMBIA, LAVAL, MCGILL, MCMASTER, MONCTON, SASKATCHEWAN, AND TORONTO, AND 33 OTHER COLLEGES AND UNIVERSITIES THROUGHOUT CANADA. NATIONAL OFFICERS ARE ALSO INDICATED, AND THE CADESS TRUST FUND, ORGANIZATIONAL OBJECTIVES AND ACTIVITIES, AND CONSTITUTION AND BY-LAWS ARE DESCRIBED. (LY)

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DIRECTORY OF PERSONNEL

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CANADIAN ASSOCIATION OF DEPARTMENTS OF EXTENSION AND SUMMER SCHOOLS

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NOVEMBER 1969

ANNUAIRE DU PERSONNEL

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ASSOCIATION DES SERVICES D'EDUCATION DES ADULTES ET ECOLES D'ETE DES UNIVERSITES DU CANADA

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NOVEMBRE 1969

ASSOCIATION DES SERVICES D'EDUCATION DES ADULTES

ET ECOLES D'ETE DES UNIVERSITES DU CANADA

Au service de tous ceux qui travaillent, au niveau universitaire, dans des services d'éducation permanente ou dans des écoles d'été.

Fondée en 1954, CADESS a depuis tenu régulièrement une assemblée annuelle de ses membres. Ces assemblées furent tenues, à l'origine, dans le cadre du Congrès des sociétés savantes, puis, plus récemment, en étroite collaboration avec l'Association des Universités et Collèges du Canada dont CADESS est membre associé.

Les buts de CADESS sont définis comme suit dans la constitution; l'Association:

a) S'intéresse aux responsabilités universitaires en éducation permanente, qu'il s'agisse de cours menant à un grade ou non.
b) Sert de lieu de rencontre et de discussion, au plan régional comme au plan national, pour tout ce qui touche á l'éducation permanente dans les universités.
c) Agit comme représentant au Canada et à l'étranger du mouvement d'éducation permanente dans les universités.
d) Encourage le maintien et le développement dans les universités et collèges du Canada de programmes en vue de diplômes et de grades.
e) Encourage la formation du personnel des services d'éducation permanente des universités par la formation au travail et par des études universitaires. Elle encourage également la formation du personnel éventuel de ces services.
f) Stimule et conduit de la recherche sur les activités des universités dans le domaine de l'éducation permanente.
g) Assure des contacts étroits avec tous les groupes et associations, au Canada et à l'étranger, qui s'occupent d'éducation permanente.

Appartiennent à CADESS, sur une base volontaire, les institutions, membres en règle de l'AUCC, qui s'intéressent à l'éducation permanente et aux cours d'été. En 1968-69, CADESS comptait trente-neuf institutions membres. La cotisation annuelle est fixée proportionnellement à la participation de l'institution à l'AUCC, avec un minimum de $50.00.

CANADIAN ASSOCIATION OF DEPARTMENTS OF EXTENSION AND SUMMER SCHOOLS

An organization created to serve the interests of those involved in university extension and summer school activity.

CADESS was formed in 1954 and has met annually since that time, originally with the Learned Societies but latterly in closer affiliation with the Association of Universities and Colleges of Canada, of which CADESS is an Associated organization.

The objectivesof CADESS, as stated in the Constitution, are as follows:

a) The Association shall be concerned with the university's responsibility in credit and non-credit extension programs.

b) It shall provide a national and regional forum for the discussion of matters relating to university extension.

c) It shall represent university extension in Canada and internationally.

d) It shall encourage the maintenance and development of diploma and degree programs in extension and adult education in Canadian universities and colleges.

e) It shall promote in-service and graduate training of existing and potential university extension staff.

f) It shall encourage and conduct studies related to university extension activities.

g) It shall maintain active liaison with other groups and associations in Canada and elsewhere which are concerned with adult education.

The membership of CADESS is made up of those institutions in good standing with AUCC which are interested in extension and summer school activities and which choose to join. During the year 1968-69, thirty-nine institutions belonged. The annual membership fee is set as a proportion of the fee the institution pays to AUCC, with a minimum of $50.00.

L'Assemblée annuelle a la responsabilité de la gérance de CADESS. Entre les assemblées annuelles, l'administration est assurée par un Comité exécutif; ce Comité est composé du président, du président élu, du secrétaire-trésorier, du président sortant de charge et de quatre autres members, tous élus à l'Assemblée annuelle.

Au Calendrier des activités de CADESS cette année, mentionnons:

1. Assemblée annuelle et colloque.
2. Publication d'un annuaire des cours par correspondance donnés par les universités du Canada.
3. Publication d'un annuaire du personnel des services d'éducation permanente des universités du Canada.
4. Fonds en fidéicommis, établi à l'aide de contributions volontaires des institutions membres, qui sert à aider financièrement au besoin les employés des services d'éducation permanente des universités étrangères qui visitent le Canada, ou les employés canadiens qui se trouvent à l'étranger.
5. Le parrainage de programmes de perfectionnement pour les cadres des services d'éducation permanente.
6. Publication en 1967 des résultats d'une enquête sur le status, le salaire, etc., des employés des services d'éducation permanente.
7. La préparation d'un livre blanc sur l'éducation des adultes à l'université au Canada.
8. Rencontres à l'échelon régional et ateliers de perfectionnement professionnel.
9. Autres enquêtes et études.
10. La publication d'un Bulletin d'information de CADESS.
11. Publication d'un annuaire des cours crédités des Ecoles d'été.

The affairs of CADESS are managed by the Annual Meeting and between meetings by the Executive Committee. The Executive is made up of President, President-Elect, Secretary-Treasurer, Past-President and four other members, all elected by the Annual Meeting.

On-going and current activities of CADESS include the following:

1. Annual Meeting and Conference.
2. Annual publication of "Canadian University Correspondence Courses".
3. Publication of an annual "Directory of Personnel" of Canadian Extension Departments.
4. A Trust Fund made up of voluntary contributions from member institutions which provides financial assistance, where needed, for foreign university extension workers who are visiting Canada and for Canadian extension workers travelling abroad.
5. Sponsorship of professional in-service training programs for extension personnel.
6. Publication in 1967 of the results of a survey on status, salaries, etc., of extension department staff.
7. Preparation of position paper on adult education in the Canadian university.
8. Regional meetings and training sessions.
9. Other studies and surveys as appropriate.
10. Publication of a CADESS Newsletter.
11. Publication of a "Directory of Summer School Credit Courses".

Le Fonds en fiducie de CADESS

En juin 1962, l'Association des services d'éducation des adultes et écoles d'été des universités du Canada créait un Fonds en fiducie soutenu par les contributions des institutions membres.

Les buts de ce Fonds sont d'aider financièrement:

(a) Les collègues étrangers qui désirent venir au Canada étudier les programmes des Services d'extension de nos Universités.

(b) Les collègues canadiens qui, en pays étrangers, désirent accroître leurs connaissances par un voyage d'études.

Les revenus du Fonds sont peu élevés et les subventions accordées jusqu'ice ont été fixées entre $50.00 et $700.00. Par conséquent, l'Association s'attend à ce que le candidat puisse, par ses propres moyens, atteindre le pays où il désire voyager. Le Fonds est administré par le Comité exécutif de CADESS et toutes les demandes doivent être faites sur le formulaire officiel. Priorité sera aux demandes soumises à l'avance.

Pour obtenir le formulaire officiel de demande de subvention, on s'adresse directement au Fonds en fiducie de CADESS à qui ce même formulaire, dûment rempli, doit être retourné:

Le Fonds en fiducie de CADESS,
a/s Madame Dorothy R. Patterson,
Directeur du Service des bourses,
Association des universités
et collèges du Canada,
151 rue Slater,
Ottawa (4e), Ontario,
Canada.

CADESS Trust Fund

In June, 1962, the Canadian Association of Departments of Extension and Summer Schools initiated a Trust Fund. The Fund is made up of contributions from the University Extension Departments and Divisions which are members of CADESS.

The objectives of the Fund are:

(a) To assist adult educators from abroad who wish to travel in Canada to study University Extension programs.

(b) To assist Canadian adult educators who are abroad and wish to extend their knowledge in their field through travel study.

The Fund has modest resources and grants in the past have ranged from $50 - $700. Therefore, it is expected that individuals being assisted will already have the means to reach the country within which they wish to travel. The Trust Fund is administered by the CADESS Executive and all applicants are required to complete an appropriate form. Preference is likely to be given to applications submitted well in advance of the travel time.

Applications for assistance from the CADESS Trust Fund may be received from, and completed applications should be mailed to:

CADESS Trust Fund,
c/o Mrs. Dorothy R. Patterson,
Director of Awards,
Association of Universities
and Colleges of Canada,
151 Slater Street,
Ottawa 4, Ontario,
Canada.

CONSTITUTION

DE

L'ASSOCIATION CANADIENNE DES DEPARTEMENTS DE L'EXTENSION ET DES COURS D'ETE

En vigueur le 11 mai, 1967.

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1. NOM

Cette Association porte le nom de "l'Association Canadienne des Départements de l'Extension et des Cours d'Eté."

2. BUTS

(a) Les buts de l'Association sont de se préoccuper des programmes d'Extension avec ou sans crédits, qui tombent sous la responsabilité des Universités.

(b) De servir de lieu de rencontre sur le plan national et régional dans la discussion de problèmes relatifs aux Départements de l'Extension des Universités.

(c) De représenter les Départements de l'Extension au Canada et sur la scéne internationale.

(d) D'Encourager la poursuite et l'amélioration des programmes conduisant à un diplome ou à un grade a l'Extension et servant l'éducation des adultes dans les Universités et Collèges du Canada.

(e) De promouvoir la formation professionnelle et les études graduées des cadres actuels et futurs des Départements de l'Extension.

(f) D'Encourager et l'entreprendre des études sur les activités des départements de l'Extension des Universités.

(g) D'Entretenir des relations étroites avec les autres groupes et associations au Canada et ailleurs, qui s'occupent de l'éducation des adultes.

CONSTITUTION

OF

CANADIAN ASSOCIATION OF DEPARTMENTS OF EXTENSION AND SUMMER SCHOOLS

Effective May 11, 1967

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1. NAME

The name shall be: "Canadian Association of Departments of Extension and Summer Schools," (CADESS).

2. OBJECTIVES

(a) The Association shall be concerned with the university's responsibility in credit and non-credit extension programs.

(b) It shall provide a national and regional forum for the discussion of matters relating to university extension.

(c) It shall represent university extension in Canada and internationally.

(d) It shall encourage the maintenance and development of diploma and degree programs in extension and adult education in Canadian universities and colleges.

(e) It shall promote in-service and graduate training of existing and potential university extension staff.

(f) It shall encourage and conduct studies related to university extension activities.

(g) It shall maintain active liaison with other groups and associations in Canada and elsewhere which are concerned with adult education.

3. MEMBRES

Peuvent être membres de l'Association:

(a) Les universités et collèges qui sont en rapports regularisés avec l'AUCC et qui ont payés leur cotisation annuelle de membre.

(b) Tour les membres du personnel administratif qui assistent à la réunion annuelle et qui représentent une institution membre ont droit de vote. Lorsqu'il s'agit de question touchant les finances ou les amendements à la constitution, le vote est restreint à une personne nommée par chaque institution membre.

(c) L'Exécutif peut accepter dans l'Association des membres honoraires.

4. ELECTIONS ET ADMINISTRATION

(a) Les élections se tiennent à la fin de la réunion annuelle.

(b) L'Exécutif se compose de huit (8) membres dont le président, le président sortant de charge, le président élu et le secrétaire trésorier.

(c) Un comité des candidatures composé de trois membres est constitué par l'Exécutif au moins trois mois avant la réunion annuelle.

(d) Des groupes chargés d'étudier des questions particulières pourront être mis sur pied lors de l'assemblée annuelle et ces groupes verront a élire leurs propres responsables.

5. AMENDEMENTS A LA CONSTITUTION

(a) Un mois après publication d'un avis à cet effet, on peut apporté des amendements à la Constitution en obtenant la majorité simple de ceux qui votent à la réunion annuelle ou par courrier.

(b) Une majorité simple du vote lors de la réunion annuelle peut apporter des modifications aux règlements internes.

6. REGLEMENTS INTERNES

Avec l'appui de l'assemblée annuelle, l'Exécutif peut instituer des règlements qu'il juge nécessaires et qui demeurent fidèles à la Constitution.

3. MEMBERSHIP

(a) Every university or college in good standing with AUCC shall be eligible for membership upon the payment of the annual membership fee.

(b) All staff members in attendance at an annual meeting representing member institutions shall be entitled to vote. On constitutional changes and financial matters, the voting shall be restricted to one person nominated by each member institution.

(c) The executive may appoint honorary members to the association.

4. ELECTIONS AND ADMINISTRATION

(a) Elections shall be held at the conclusion of the annual meeting.

(b) The executive shall consist of eight members including president, immediate past-president, president-elect, and secretary-treasurer.

(c) A Nominating Committee of three shall be appointed by the executive no later than three months before the annual meeting.

(d) Special interest groups of the association may be established by the annual meeting and these groups shall elect their own officers as required.

5. AMENDMENTS

(a) After one month's notice the constitution may be amended by a simple majority of those voting either at the annual meeting or by mail.

(b) By-Laws may be amended by a simple majority vote at the annual meeting.

6. BY-LAWS

With the concurrence of the annual meeting the executive may make such by-laws as may appear to be necessary and not inconsistent with the constitution.

REGLEMENTS INTERNES

DE

L'ASSOCIATION CANADIENNE DES DEPARTEMENTS DE L'EXTENSION ET DES COURS D'ETE

En vigueur le 11 mai, 1967.

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1. Le mandat des membres de l'Executif est pour une durée d'un an. On ne peut remplir le même poste dans l'Exécutif pour une période de plus de deux années consécutives. Les membres de l'Exécutif ne peuvent faire partie de ce Comité pour une période de plus de six années consécutives.

2. Le tiers des institutions membres constitue le quorum.

3. Sur recommandation émanant de l'assemblée annuelle, l'Exécutif fixe le lieu et la date de la prochaine réunion.

4. L'association représente les départements de l'Extension des Universités dans l'AUCC.

5. L'année fiscale de l'association se termine le 30 juin.

BY-LAWS

OF

CANADIAN ASSOCIATION OF DEPARTMENTS OF EXTENSION AND SUMMER SCHOOLS

Effective May 11, 1967

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1. The term of office of executive members shall be one year. No one shall serve in the same executive position more than two successive years. Membership on the executive shall not exceed six consecutive years.

2. A one-third of the member institutions shall constitute a quorum.

3. The next annual meeting shall be held at a time and place decided by the executive on recommendation of the annual meeting.

4. The association shall represent university extension in AUCC.

5. The financial year of the association shall end on June 30.

CADESS Officers	1969-70
Past-President:	Mr. Gordon R. Selman Director, Extension Department University of British Columbia Vancouver 8, B.C.
President:	Dr. Harold R. Baker Director, Extension Division University of Saskatchewan Saskatoon, Saskatchewan
President-Elect:	M. Gilles Cloutier Directeur Adjoint Service d'education permanente Université de Montreal C.P. 6128 Montreal 3, Quebec
Secretary-Treasurer:	Professor W. G. Stobie Director Summer & Evening Sessions University of Manitoba Winnipeg 19, Manitoba
	Reverent Thibaud Gagne, O.M.I. Co-ordinator, Summer School Department of University Extension University of Ottawa 550 Cumberland Street Ottawa 2, Ontario
	Mr. Donald Snowden Director, Extension Service Memorial University of Newfoundland St. John's, Newfoundland
	Mr. A. Allan Beveridge Director, Department of University Extension University of Waterloo Waterloo, Ontario
	M. Gérard J. Lafrenière Director, Extension Laurentian University Ramsey Lake Road Sudbury, Ontario

DIRECTORY OF PERSONNEL

INSTITUTION	SUBJECT AREA OR DIVISION
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Department of Extension and Summer School Acadia University WOLFVILLE, Nova Scotia Ph. 542-2201 Area Code 902	
Prof. Rupert H. MacNeill Director	Summer School, Evening and Correspondence Courses (Local 355/356, Home: 542-3706)
Registrar	(Local 222)
Prof. Janis Kalejs Dean of the School of Music	Summer Music Camp for Young Instrumentalists (Local 205)
Dr. Millard R. Cherry Principal Acadia Divinity College	All Extension courses given in the Acadia Divinity College (Local 209)
THE UNIVERSITY OF ALBERTA	
Department of Extension The University of Alberta EDMONTON, Alberta Ph. 439-2021 Area Code 403	
Mr. Duncan Campbell Director and Professor	(Local 21)
Mr. C. M. Lockwood Assistant Director Associate Professor	Business, Industrial and Professional (Local 22)
Mr. D. A. Bancroft Associate Professor	Public Administration (Local 63)

Mr. D. M. Catmur Associate Professor	Community Resources Development (Local 50)
Mr. G. A. Eyford Associate Professor	
Mr. R. R. Faryon Associate Professor	Business, Industrial & Professional (Local 35)
Mr. D. N. Liteplo Associate Professor	Public Administration (Local 30)
Mr. J. M. McDonald Associate Professor	Community Resources Development (Local 31)
Mr. H. W. Roberts Associate Professor	Liberal Studies (Local 28)
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Mr. W. H. Stewart Associate Professor	Liberal Studies (Local 49)
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Mr. G. W. Lamble Assistant Professor	Community Resources Development (Local 54)
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Mrs. J. P. Van Alderwegen Sessional Instructor	Fine Arts
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Dr. S. C. T. Clarke
Director

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Summer School
Graduate School of Education
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Director

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Industrial Relations
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Industrial Relations

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